



**DEPARTMENT OF DEFENSE  
OFFICE OF FREEDOM OF INFORMATION  
1155 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1155**

OCT 4 2018

Ref: 18-F-1791

Mr. Jeremy Barr  
MuckRock News  
DEPT MR 60953  
411 A Highland Ave  
Somerville, MA 02144

Dear Mr. Barr:

This is in response to your September 25, 2018, Freedom of Information Act (FOIA) request, attached. We received your request on the same day it was submitted and assigned it case number 18-F-1791. We ask that you use this number when referring to your request.

This FOIA office only processes requests for the Office of the Secretary of Defense (OSD) and the Joint Staff (JS). There is no central FOIA processing point for records for the entire Department of Defense (DoD). FOIA processing is decentralized and delegated to those officials of the Military Departments and various DoD Components who generate and/or maintain the records being sought or reviewed.

According to the FOIA's legislative history, a description of records requested is sufficient if it enables a professional employee of the agency who is familiar with the subject area of the request to locate the records with a reasonable amount of effort. Courts have also stated that a request is reasonably described if the agency is able to determine "precisely" what records are being requested. The "reasonably described" requirement exists because the FOIA was not intended to reduce government agencies to full-time investigators on behalf of requestors. As such, it is the requester's responsibility to frame requests with sufficient particularity to ensure that searches are not unreasonably burdensome, and to enable the searching agency to determine precisely what records are being sought. In this instance, OSD/JS cannot conduct an organized search because as written your request does not provide parameters such as "to" or "from". Given that we do not have a central email repository, we need named individuals and specific offices to whom or from whom you are seeking emails. We welcome your submission of a new request with this information.

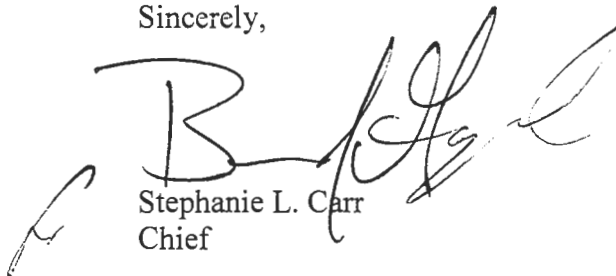
Your request will be closed in this office with no fees assessed. If you have any questions, please contact the Action Officer assigned to your request, Nusheen Sikandar at (571)372-0437 or email at [nusheen.sikandar.civ@mail.mil](mailto:nusheen.sikandar.civ@mail.mil).

If you are not satisfied with this response, you may contact our OSD FOIA Public Liaison, Jim Hogan, at 571-372-0462 or by email at [OSD.FOIALiaison@mail.mil](mailto:OSD.FOIALiaison@mail.mil). Also, please note that the Office of Government Information Services (OGIS) offers services to requesters who have disputes with Federal agencies. You may contact OGIS if you have concerns about the processing of your request. Their contact information is provided below:

Office of Government Information Services  
National Archives and Records Administration  
8601 Adelphi Road-OGIS  
College Park, MD 20740  
E-mail: [ogis@nara.gov](mailto:ogis@nara.gov)  
Telephone: 202-741-5770  
Fax: 202-741-5769  
Toll-free: 1-877-684-6448

You have the right to appeal to the appellate authority, Ms. Joo Chung, Director of Oversight and Compliance, Office of the Secretary of Defense, by writing directly to OCMO Office of the Chief Management Officer, 4800 Mark Center Drive, ATTN: DPCLTD, FOIA Appeals, Mailbox# 24, Alexandria, VA 22350-1700. Your appeal must be postmarked within 90 calendar days of the date of this response. Alternatively, you may email your appeal to [osd.foia-appeal@mail.mil](mailto:osd.foia-appeal@mail.mil). If you use email, please include the words "FOIA Appeal" in the subject of the email. Please also reference case number 18-F-1791 in any appeal correspondence.

Sincerely,

A handwritten signature in black ink, appearing to read 'Stephanie L. Carr', is written over the printed name and title. The signature is stylized with a large 'B' and a long horizontal stroke.

Stephanie L. Carr  
Chief

Enclosure:  
As stated